



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Matthew Thurmaier, Treasurer
Democratic Party of Wisconsin Federal Account
222 State St.
Madison, WI 53703

AE 24 1994

Identification Number: C00019331

Reference: Year End Report (7/1/93-12/31/93)

Dear Mr. Thurmaier:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The totals listed on Lines 11(a)(i) and 11(a)(ii), Column B of the Detailed Summary Page appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B totals. When an individual's aggregate exceeds the \$200 threshold, the amount should not be deducted from the Column B figure for Line 11(a)(ii). Please amend your report accordingly.

-The totals listed on Lines 11(b), 11(d), and 12, Column B of the Detailed Summary Page appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B totals.

-Your report disclosed certain categories of financial activity that have been reflected on the wrong lines of the Detailed Summary Page. Void checks should be properly disclosed on a separate Schedule B, as a negative disbursement supporting the line on which the initial transaction occurred. In addition, transfers to affiliated committees should be disclosed on Schedule B, supporting Line 22 of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

-Your calculations for administrative/voter drive EVENT YEAR-TO-DATE totals are incorrect. EVENT YEAR-TO-DATE

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totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year within the category. EVENT YEAR-TO-DATE totals for fundraising, direct candidate support, and exempt activities are derived by aggregating all disbursements during the calendar year within a specific event. These should be calculated by adding the latest disbursement for a category or event to the previous EVENT YEAR-TO-DATE total for that category or event. This running EVENT YEAR-TO-DATE total should be disclosed after each disbursement is listed. Please amend your report by providing the correct administrative/voter drive EVENT YEAR-TO-DATE totals.

-Your report includes computer produced formats of FEC Form 3X. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



Robyn Jameson
Reports Analyst
Reports Analysis Division

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